**Council Rock School District**

**SchoolWires – Guidelines**

The following guidelines are designed to provide a basic understanding of what is considered to be acceptable for posting on teacher or school websites. These guidelines have been set up to provide consistency, project a professional appearance to our community and to provide safety to our students.

Websites are considered a district publication. Principals ultimately determine what can and cannot be posted. Please check with home principal if you have any questions.

1. Please check your main office for Publicity Exclusion forms before posting any student pictures.
2. Please do not post student pictures with names.
3. Websites need to be educational and cannot be used for advertisements or the sale of products. This includes links to PTO, sport or booster club websites, or other organizations that help fund school events, but are not operated or controlled by the District.
4. Please proofread all information that is given to you for the website before posting.
5. Be careful referencing blogs. Most of these are hosted on sites that may contain other blogs that may include inappropriate material.
6. Please submit a BigWeb Ticket with any questions.